

Minutes
Joint Meeting of the
Board of Trustees, Chippokes Plantation Farm Foundation
And the
Board of Conservation & Recreation
Wednesday, July 26, 2006, 10 a.m.
Chippokes Farm & Forestry Museum

Members of the Board of Trustees

Present:

Mr. E. C. Michael Abley
Delegate William K. Barlow
Senator Harry B. Blevins
Mrs. Nancy S. Bradshaw
Ms. Shirley Davis

Mr. E. Henry Doggett, III
Mr. Joseph H. Maroon
Mr. Alan V. Monette
Senator Frederick M. Quayle

Absent:

Mr. Carlton Courter, III
Mr. Tyrone Franklin
Mrs. Judy S. Lyttle

Mrs. Linda D. Morse
Dr. Craig L. Nessler
Mr. Robert Soble

Members, Board of Conservation and Recreation

Present:

Ms. Linda Crandell
Ms. Gwen Mason
Mr. Steve Murray
Mr. Carter Nettles

Mr. Mark Smith
Ms. Sheryl D. Swinson, Vice Chair
Ms. Jennifer Wagner

Absent:

Mr. Alan D. Albert
Mr. David G. Brickley
Ms. Gerry Connolly

Ms. Joy Antoinette Cooley
Mr. Richard Formato

Other:

Mr. Ryan Brown, Office of Attorney General
Mr. Carlton S. Abbott

Mr. Ed Pillsbury
Mr. John A. Soderberg

DCR Staff:

Mr. Russ Baxter
Mrs. Carol Bowman
Mr. John Davy
Mr. Michael Fletcher

Mr. Kenneth Gray
Mrs. Danette Poole
Mrs. Katherine R. Wright

Senator Fred Quayle, Chairman of the Chippokes Plantation Farm Foundation Board of Trustees, welcomed everyone and extended a special welcome to the members of the Board of Conservation and Recreation who were joining the Board for the presentation by Carlton Abbott. He asked everyone to introduce themselves around the table.

In the absence of the Chairman and Vice Chairman of the Board of Conservation and Recreation, Senator Quayle explained that he would chair the meeting.

Role of Chippokes Plantation Farm Foundation

Mrs. Kathy Wright explained that she was the Executive Secretary of the Chippokes Plantation Farm Foundation. She further explained the organizational structure of the Foundation and the Chippokes Farm & Forestry Museum as follows:

Background

- The CPFF was established in 1977 by the Virginia General Assembly, as a separate state agency, and housed within the Department of Agriculture and Consumer Services. The agency was given no funding.
- In the beginning, the Commissioner of Agriculture and Consumer Services (VDACS), S. Mason Carbaugh was designated as the Executive Secretary. Mr. Carbaugh in turn designated T. Graham Copeland, Jr. as the Farm Manager for the Foundation.
- During the late 80s, the Governor's Cabinet was expanded to include a Secretary of Natural Resources. When the appropriate state agencies were placed under this new secretariat, the CPFF was moved, but the VDACS remained under the Secretary of Economic Development. This created an awkward situation of the Commissioner of Agriculture serving under two secretariats. The Code of Virginia was changed to create a position and provided funding for a position within the Department of Conservation and Recreation (DCR) to manage the CPFF.
- Katherine R. Wright (Kathy) in the fall of 1988 accepted the position, and is still with CPFF. So the Executive Secretary is a DCR employee who manages the CPFF.
- Began receiving General Assembly appropriation in FY 2001 for CPFF employees. Currently, the CPFF has the following employees: 5 part-time employees; DCR Employees working for CPFF: 1 part-time and 1 full-time.

Role - From the Code of Virginia

To quote from the Code of Virginia – “To plan, manage and provide financial and material resources and technical assistance for the development, maintenance and operation of the Chippokes Plantation Model Farm and the Agriculture and Forestry Center”

“The Foundation will provide interpretation of day-to-day activities of farm life and the transition of agricultural and forestry equipment and practices during the past three centuries through the Agriculture and Forestry Center, sawmill, antique farm and forestry equipment displays and best management practices for agriculture.”

Timeline

1. During 80s, installed soil erosion structures, received donations of antique farm equipment, tools and housewares and planned for the Chippokes Farm & Forestry Museum's construction.
2. 1990 – Opened the Chippokes Farm & Forestry Museum
3. 1993 – Opened the sawmill addition to the Museum
4. During 90s, developed Museum staff and programs, and began plans for future.
5. During 2000s, developing plans for the Chippokes Farm & Forestry Center.

Programs & Responsibilities

1. Provide a calendar of events for Park activities.
2. Produce two large events each year. The Harvest & Halloween Festival on October 21, and one of the larger events in the State Park System, the 16th Annual Chippokes Steam & Gas Engine Show.
3. Provide group tours to all age groups (seniors, students, special interest groups, etc.)
4. Provide SOL programs to assist area schools.
5. Beginning an outreach program to take SOL programs to the schools that cannot come to us.
6. Provide merit badge programs for Boy Scouts. Girl Scout programs are to come.
7. Currently have three teachers (one serving as Museum manager) on staff to implement programs.
8. Provide a Museum Store featuring farm-related or rural decorative items, an array of farm books and things for children.
9. Managing the farm contract.
10. Working with the Board of Trustees.
11. Maintenance of Museum buildings.
12. Managing the Museum's antique collection.
13. Overseeing Museum's staff.
14. Handling revenues and expenditures.

Chippokes Master Plan

Mrs. Danette Poole, Park Manager, Chippokes Plantation State Park, explained how the plantation became a State Park, and pointed out the various features on the Master Plan Map. The highlights were:

1. The donation of Chippokes Plantation by Mrs. Evelyn Stewart.
2. Purchase of Chestnut Farms for recreational activities.
3. The donation of Walnut Valley Farm by Mrs. Lucy Reasor.
4. The location of the Farm & Forestry Museum, Mansion, campground, pool, horse trails, etc.
5. The proposed location for the Farm & Forestry Center.
6. The proposed Chippoax Trail Road to Bacon's Castle and conversion of tenant house to a trailhead.
7. The proposed public canoe launch.

8. The relocation of the maintenance facilities from the farm barns to an area by the Chippokes back exit on the newly donated Walnut Valley Farm.
9. The second phase of bond referendum projects beginning soon for restoring three tenant houses.

Chippokes Farm & Forestry Center

Senator Quayle introduced Carlton Abbott of Carlton Abbott and Partners, and Ed Pillsbury who will be assisting with the PowerPoint presentation.

Mr. Abbott explained that he has been associated with the Chippokes Foundation for quite a while. He has been conscious of the view shed from the Mansion areas, the height of the building, etc. The complex has been designed for various functions such as daily visitors, group visitors (SOL, school, adult, seniors, etc.) and special private events; admissions and gift shop, group programs, staff space, parking, outdoor entertaining and Museum tours; and the future expansion of the project. The buildings have simple designs so that a portion can be shut off when not in use, for after-hours operation or other uses. There will be a silo that will contain water for the sprinkler system that is needed.

The cost of the complex will be between \$6-9 million. Attached is the PowerPoint presentation that describes traffic and visitor flow, deliveries, and functions of the facility, etc.

Some good statements that Mr. Abbott mentioned are: "Agriculture is the Foundation of Life", and "Virginia Can Tell the Story of Agriculture to the World".

Discussion on the floor included comments from Alan Monette, Henry Doggett, Senator Quayle, Senator Blevins, John Soderberg and Delegate Barlow. Mr. Monette stated that the whole concept is based on six words: past, present & future; and agriculture, forestry and conservation. Delegate Barlow gave a brief history of Surry County to include Smith's Fort Plantation and Bacon's Castle. Mr. Maroon stated that he wanted the Board of Conservation and Recreation to hear the passion of the CPFF Board of Trustees for the project.

Mrs. Poole asked if the buildings would be Leed Certification environmentally friendly. Mr. Maroon stated that the Visitor Center at Wilderness Road has this certification and it has become an attraction itself. Mr. Abbott stated that it could be a Leed Certification building.

Mr. Murray, DCR Board Member, asked about the funding for this project. It was explained that the project would be a public/private project. There would be a fundraising campaign to raise the necessary funds.

Mr. Abbott needs to complete the model, and get with Mrs. Wright on the staffing needs of the project. Mr. Abbott will also be available for any presentations needed to get the

project underway, including the Art & Architectural Review approval and the Surry County Board of Supervisors' approval.

We will be hearing from the Board of Conservation & Recreation on their thoughts of the project later.

Mr. Abbott was thanked for his presentation. The Board of Conservation and Recreation left for their meeting at the Mansion Conference Room. On the way, Mr. Abbott was going to show them the site location.

After a short break, the Board of Trustees continued their meeting.

Public Comment

No one was present to comment.

Past Minutes

The April 13, 2006 Minutes were mailed after the meeting. There being no comments, the minutes are to be filed as presented.

Board Appointments / Replacements Update

Mrs. Wright reported that she called the Secretary of the Commonwealth's office to inquire about the Board appointments or replacements. She was informed that all Board members were reappointed, and that calls and letters will be forthcoming to each person whose terms had expired. The Board members who were reappointed are: Mike Abley, Shirley Davis, Henry Doggett, Alan Monette, and Linda Morse for a four-year term, which will expire June 30, 2010.

Financial Report

For Fiscal Year 2005-2006, the beginning balance for 09, checking account and 01 funds came to \$601,212.59.

Revenues for 09 Contribution Fund are \$47,685.97; Checking Account \$21,068.84; and 01 General Fund were 0 for a total of \$68,754.81.

Expenditures for 09 Contribution Fund were \$33,965.18; Checking Account \$26,554.49; and 01 General Fund is \$158,608.83 for a grand total of \$219,128.50.

The Balances as of June 30, 2006 were: 09 Contributions Fund \$430,510.22; Checking Account \$20,327.51; and 01 General Fund \$1.17 for a grand total of \$450,838.90. The \$1.17 left in the 01 General Fund will be returned to the State Treasury.

The Endowment Fund contains \$20,343.81. This brings the total cash on hand as of June 30, 2006, to \$471,181.54.

There was a discussion about larger expenditures that would be coming this year, and they include: Mr. Abbott's contract for \$30,000 and the drop structure repair, which

could be \$30,000. Mr. Abley asked about our procurement procedures. There was a discussion on the new State procurement guidelines through e-VA and SWAM.

Foundation/Museum Report

May 19, 2006

Governor Kaine Visits the Chippokes Farm & Forestry Museum

Governor Tim Kaine visited the Chippokes Farm & Forestry Museum on Friday, May 19th. Other dignitaries included Secretary of Agriculture Bob Bloxom, Deputy Secretary Bill Dickerson, and Commissioner of Agriculture Carlton Courter. The visit was to promote "Virginia Agriculture Month".

The Virginia Department of Agriculture and Consumer Services organizes a trip for the Governor around the State each year to give emphasis to "Virginia Agriculture Month. This year a historical theme was chosen which brought the party to the Museum. The Museum was presented with the Resolution from the Governor declaring May as "Virginia Agriculture Month".

Others who attended were: Board of Agriculture Member Paul Rogers of Wakefield, CPFF Board of Trustee Members Carlton Courter, Delegate Billy K. Barlow, Shirley Davis, Mike Abley, and Henry Doggett. The news media representatives were Norm Hyde with the Farm Bureau's TV - "Down Home in Virginia", and Linda McNatt from the Virginian Pilot.

In the Governor's presentation to the crowd, he talked about the important role of agriculture in Virginia. He also talked about the 70th Anniversary of Virginia State Parks and that he is a champion for Virginia State Parks. He talked about his recent Grayson Highlands State Park visit, and of his annual visit to Douthat during the Memorial Weekend.

He was thrilled to visit Chippokes since he had never been. He had often traveled along Rt. 10, and observed the sign but never had time to stop. He was pleased to finally have the chance to visit.

The program included a welcome by Carlton Courter, Department of Agriculture and Consumer Services, and Kathy Wright on behalf of the CPFF's Board of Trustees, the Chippokes Farm & Forestry Museum and Chippokes Plantation State Park. The Governor spoke a few minutes and read a resolution, which he presented to Kathy Wright. Kathy Wright presented him with a basket of "Chippokes Farm & Forestry Museum" products.

The Governor and party toured the Farm & Forestry Museum and then talked with Newsome Elementary School Kindergarten Class, teachers and parents from Newport News. Pictures were taken with the Governor and the class.

The Governor and party then traveled to the cropland to view the cotton and peanut fields where Mac Berryman, the Chippokes farmland contractor, talked about the crops. Danette Poole had arranged for the Governor to tour Cabin #2. All visitors were impressed with the cabin.

Filter Strips Around Cropland

After seeing the pictures that circulated around the table of the Governor's visit, Mr. Doggett asked about the filter strips around the plantation. Mrs. Wright explained that Mr. Berryman had a 25 ft. filter strip around most areas. In some cases, the strip was wider and in a few cases it was non-existent. Because the Plantation is managed by the Department of Conservation and Recreation, and to set a good example of going the extra mile, it is very important that the filter strip perimeter be enforced.

A non-compliance letter was sent to Mr. Berryman by the Foundation last year after phone calls in the past. In the letter it was explained that in 2005, the USDA/NRCS changed the standard filter strip width from 25 ft. to 35 ft. To conform, the Virginia standard was changed to 35 ft. as well. Our Chippokes contract would have probably remained the same until the five-term year had expired. However, because of the non-compliance, we asked Mr. Berryman to extend the width in mid-contract.

Mr. Gray and Mrs. Wright worked with Mr. Berryman and arrangements were made to define the filter strip after the deer hunts. The work began in December.

For a number of years (that goes back beyond this farm contract), the forestland had been allowed to encroach into the cropland. To re-establish the area, the encroachment had to be cleared of honeysuckle, small trees, and fallen limbs back to the mature tree trunks. On January 10th, Mr. Berryman, Mr. Faulk with USDA's NRCS, Mr. Gray and Mrs. Wright drove the perimeter of the cropland. Mr. Berryman did an outstanding job of reclaiming this area.

To complete the job, the Foundation agreed to pay for the rental of a truck that could reach the heights for cutting overhead limbs. Arrangements were made to provide a reduction of rent after the submission of the truck rental invoice. The limb removal job turned out to create a huge amount of debris, which was pushed into the wooded area. The debris piles in certain areas of the woodland were objectionable to the Division of State Parks. Also, 283 trees were tagged to be pruned properly or removed.

The amount of time, effort, employee salary and equipment cost to Mr. Berryman was extraordinary to install the filter strips. To correct the situation, the cost to pull out the debris piles, chip or haul it away would have been astronomical for Mr. Berryman to bear in addition to what he had already sustained.

The non-compliance letter to Mr. Berryman, which was jointly prepared by CPFF and the Division of State Parks, gave direction on the placement of the filter strips. It did not give any direction as to how to do the job. Mrs. Wright explained that she accepted the

responsibility of the cleanup, and that it was not to be directed to Mr. Berryman. Further, the Foundation would not have a blank check for the work.

Mrs. Poole and Mrs. Wright came up with a cleanup priorities list, which included Cabin #3 area (at the back gate), the canoe launch trail woodland, and the pecan tree grove.

No work has been accomplished to date due to the special events of the summer. It was noted that these areas are not visible at the present time due to the woodland growth. The project will go out to bid later this year. The amount of work to be accomplished will depend on the cost.

May 31, 2006

\$9,000 Check Mailed to Friends of Chippokes – Park Video

At the April 13th Board of Trustees Meeting, the transfer of \$9,000 to the Friends of Chippokes was approved. These funds are to be used for the production of a video for the Visitor Center to replace the antiquated slide presentation.

The total cost of the work by Cinebar Productions, Inc. of Newport News will come to \$11,885. The Foundation provided \$9,000 and the Friends Group will contribute \$2,885 bringing the total to \$11,885. The equipment for the video will be purchased by Chippokes Plantation State Park at a cost of around \$5,000.

Filming has taken place at the Steam & Gas Engine Show, Pork, Peanut & Pine Festival, Museum visitors, and some of the farming operation to date. Filming will continue through October to capture other activities and seasons. We should have the finished product by November. Mr. Abley asked if we can have the extra footage, and Mrs. Wright replied that she thought we had exclusive right to all footage but she would check.

June 10-11, 2006

Chippokes Steam & Gas Engine Show – 16th Annual

Attendance: 2,599 people this year.

Financial Statement: Expenses - \$12,532.81; Revenue - \$12,195.11

Exhibitors: 171; Exhibitors who pre-registered: 105

Tractor Pullers: 163 (Saturday 96; Sunday 67)

Garden Tractor Pullers: 26 (Saturday 14; Sunday 12)

Museum Volunteers: 54 on Saturday and 44 on Sunday plus volunteers during the previous week of show

Thanks to Board members Shirley Davis, Henry Doggett, Judy Lyttle, and Linda Morse for giving us a hand!

July 9, 2006

Lost a Volunteer

Bruce Skalsky from Petersburg, one of the Museum's top volunteers, was lost to a heart attack on Sunday, July 9, just one week before the Pork, Peanut & Pine Festival. He was 49 years old.

Bruce was a Museum volunteer for 18+ years, and was very generous with his time. Since the Museum adopted the State Park Volunteer Program in January 2001, he had accumulated 1,093.25 hours as of December 31, 2005. He was recognized at the April 2006 Volunteer Recognition Dinner for attaining the 1,000-hour milestone and his name was added to the Museum's 1,000 Hour Volunteer Plaque.

This year, he had accumulated 128 volunteer hours bringing his grand total hours to 1,221.25. His volunteer time equates to 152 eight-hour days over a 5 ½ year time span.

What did he do for us? He assisted with whatever needs we had. But what he was best known for was his peanut picking demonstrations at the Steam & Gas Engine Show and the Pork, Peanut & Pine Festival, and the garden tractor pulls at the Steam & Gas Engine Show.

He was also known as our loveable big guy who was always in good spirits and who loved talking with people. How generous was he? His volunteer award of a free one-week stay at a State Park cabin was used right at Chippokes the week before the Chippokes Steam & Gas Engine Show so that he could be on site to volunteer.

To honor Bruce, a pictorial memorial board was on display at the PPP Festival near the peanut picker. A memorial fund has been established to assist his wife Kathy.

Bruce will be greatly missed.

July 15 – 16, 2006

Pork, Peanut & Pine Festival – 31st Annual

The Museum provided tram rides from the Festival grounds to the Museum and return, provided interpretive tours at the Museum, had peanut picking demonstrations in the barnyard and had a tent to promote the Museum. Total Festival attendance was 13,000.

Saturday:	21 Museum Volunteers	229 Attendance at Museum
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Sunday:	19 Museum Volunteers	105 Attendance at Museum
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Making Animals More Visible at the Park

Prior to the busy season, Kenneth Gray and the Men's Detention Center constructed the fencing located across from the Museum. To complete the job, the gates need to be built, the fencing lined with wire, the waterline added, and the animal shed constructed. Then the animals will be obtained. Plans are to have a mule, sheep, and some heifers in the pastures. This project is a 2007 initiative.

Heritage Harvest Days

The Museum staff has been planning the heritage harvest this fall, which will be a hands-on activity for visitors. Crops that are to be picked are corn and cotton, and shocking of peanuts. Plans will be announced as the time approaches. This also is a 2007 initiative project.

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Chippokes Plantation State Park Report

Mrs. Poole left the meeting with the Board of Conservation and Recreation group. In her absence, the following is being reported:

1. The archeological dig project for the septic systems for cabins that will be restored as part of the Chippokes Phase II Bond Referendum has been issued.
2. The Pork, Peanut & Pine Festival attendance was 13,000, which was down from various years.

There being no further business, the meeting adjourned.

Sincerely,

Katherine R. Wright
Executive Secretary

Enclosure
Financial Report for FY 2005-2006
Mr. Abbott's PowerPoint Presentation